

Clarence Valley Council

Clarence Valley Local Emergency Management Committee

Monday 26th October 2020 – 10:11am

CVC Rushforth Road Works Depot, Tyson St, South Grafton



Minutes of meeting_Unconfirmed

Attendance: Jamie Fleeting - CVC Chairperson, Joanne Reid – NSW Police, Shane Landrigan – CVC LEMO, Jason Ward – CVC, Ben Buckland – RMS, Paul Daniel – VRA Nymboida, Sue Chapple – SES, Jack Wallace – NSW Health, Amanda Causley – DCJ, Peter Sweetman – Surf Life Saving Aust., Rob King - Baryulgil Community Project Officer, Terry Robinson - Malabugilmah Community Project Officer, Peter Davidson – REMO, Frank Bond – Marine Rescue, Greg Lewis – Fire & Rescue NSW, Natasha Morton - Aboriginal Affairs, Tim McKew – NSW Ambulance, Remona Walker

Item		Discussion/ Comments	Additional Notes
01	Welcome	Acknowledgement to Country	Shane Landrigan
01.01	Apologies	Patrick Ridgeway – CVC LEMO, Scott Acton – NSW, Gray Stride – VRA Nymboida, Glen Scholes – SERCO, Peter Richards – Marine Rescue NSW, Richard Taffs – Marine Rescue	
01.02	Quorum	Quorum:10 (CV LEMC currently has 18 members)	Total members at today LEMC - 10 – quorum reached

02	LEMO MEMBERSHIP AND STRUCTURE	Additional Notes																				
02.01	<p>The LEMC Structure is provided in Attachment 1. Where applicable it has been amended to include the below changes in LEMC representation.</p> <p>Outgoing LEMC Representatives:</p> <table border="1" data-bbox="203 264 1359 375"> <thead> <tr> <th>NAME</th> <th>ORGANISATION</th> <th>TITLE</th> <th>MEMBER/OBSERVER</th> </tr> </thead> <tbody> <tr> <td>NIL</td> <td>NIL</td> <td>NIL</td> <td>NIL</td> </tr> </tbody> </table> <p>Incoming LEMO Representatives:</p> <table border="1" data-bbox="203 469 1359 692"> <thead> <tr> <th>NAME</th> <th>ORGANISATION</th> <th>TITLE</th> <th>MEMBER/ OBSERVER</th> </tr> </thead> <tbody> <tr> <td>Jamie Fleeting</td> <td>Clarence Valley Council</td> <td>Director Works & Civil</td> <td>Member</td> </tr> <tr> <td>Jack Wallace</td> <td>NSW Health</td> <td>Work Health & Safety Coordinator</td> <td>Member</td> </tr> </tbody> </table>	NAME	ORGANISATION	TITLE	MEMBER/OBSERVER	NIL	NIL	NIL	NIL	NAME	ORGANISATION	TITLE	MEMBER/ OBSERVER	Jamie Fleeting	Clarence Valley Council	Director Works & Civil	Member	Jack Wallace	NSW Health	Work Health & Safety Coordinator	Member	Dan requested Jack W to be added
NAME	ORGANISATION	TITLE	MEMBER/OBSERVER																			
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Jamie Fleeting	Clarence Valley Council	Director Works & Civil	Member																			
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03	CONFIRMATION OF PREVIOUS LEMC MINUTES	Additional Notes																				
03.01	Ordinary Meeting held Monday 15 June 2020 via video conference call using Microsoft Teams.	<p>Mover: Joanne Reid</p> <p>Seconder: Stuart Watts</p>																				
04	BUSINESS ARISING FROM MINUTES	Additional Notes																				
04.01	Concerns raised over the loss of the Hockey complex and questions raised over whether that was part of their DA or lease conditions to be made available during emergencies.	At this stage we will keep the Hockey complex as an evac centre in the EMPLAN, but will look to utilise other locations where possible. Will discuss further with Hockey Assoc.																				
04.02	Rushforth Road Works Depot (CVC) to replace Mulgi Drive (LLS) location as secondary EOC location.	Will be added to the EMPLAN																				
04.03	<p><i>Emergency Dashboard</i> - Resilience NSW have developed a universal dashboard which will then be cloned for each council and modified to reflect our LGA boundary and specific inputs. The dashboard was meant to go live in October but has been delayed whilst awaiting endorsement from the combat agencies at a state level in addition to the local support they already had.</p> <p>They have since met with all the combat agencies (NSW Police, RFS, SES and Fire + Rescue) and are awaiting their feedback. They expect to hear back from them all by this week and will look to give councils at least a weeks' notice before the dashboards are ready to be publicly</p>	Thank you Resilience NSW																				

	<p>released.</p> <p>During the delay however, they have been able to make some additions to the dashboard functions. They've added water level charts with river or tide heights and where possible also added flood level thresholds</p> <p>Please use the link below to access an overview of the dashboard and feel free to have a play and provide any feedback.</p> <p>https://clarencevalley.emergencydashboard.demonzmedia.com/dashboard/overview</p>	Please provide feedback									
04.04	<i>EMPLAN review</i> – Changes / corrections noted from last meeting have been made. Bushfire CMG added for LEMC consideration.	Complete. EMPLAN to be endorsed by the committee at this meeting and forwarded to Peter D for endorsement at a regional level.									
05	MAJOR EVENTS CALENDAR	Additional Notes									
05.01	<p>This list has been compiled based on information from http://www.clarencetourism.com.</p> <table border="1"> <thead> <tr> <th>EVENT TITLE</th> <th>EVENT LOCATION</th> <th>EVENT DATE</th> </tr> </thead> <tbody> <tr> <td>River Markets</td> <td>Ford Park, YAMBA</td> <td>25th October</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	EVENT TITLE	EVENT LOCATION	EVENT DATE	River Markets	Ford Park, YAMBA	25 th October				Committee members are requested to forward though any other major events they are aware of for inclusion to Shane Landrigan.
EVENT TITLE	EVENT LOCATION	EVENT DATE									
River Markets	Ford Park, YAMBA	25 th October									
06	BUSINESS FOR THIS MEETING	Additional Notes									
06.01	Evacuation centres for animals – Hawthorne Park and the Grafton Showground, these sites both need to be explored further and assessed whether suitable locations as evacuation centres.										
06.02	Evacuations centres during COVID – need to consider safe distancing regulations. Have alternative locations been identified to accommodate large numbers of evacuees should an evacuation centre be required?	<p><i>Jason W</i> - Investigate Evac centres sq. footage</p> <p><i>Amanda C</i> – There are plans in place to manage COVID situations. Encourage people to use the scan ap., stay in their cars and be guided to suitable accommodation.</p> <p><i>Joanne R</i> – In any evacuation situation people will just show up</p>									

07.01

Written Reports: Table below indicated those received as at 20/06/2020. Written reports enable LEMC members to read, seek clarification and resolve issues prior to the meeting. Any issues in written reports to be raised by reporting agency.

LEMO	02/18	06/18	06/19	10/19	03/20	06/20	10/20
Busways	x	x					
Clarence Valley Council	x	x					
Coffs Clarence Police	✓	✓	✓	✓		✓	✓
Essential Energy	x	x					
Fire& Rescue	x	x		✓	✓	✓	✓
Marine Rescue	x	x	✓				
NSW Health	x	x					
NSW Ambulance	x	x		✓			
NSW DPI	x	x					
NSW DCJ	✓	✓	✓	✓	✓		✓
NSW RFS	x	x		✓		✓	
NSW SES	✓		✓		✓	✓	
Nymboida Wilderness Rescue	x		✓	✓	✓		
Port Authority of NSW	✓		✓				

No reports tabled for this meeting

RMS (Maritime)	*						
RMS (Roads)	*						
Surf Life Saving	*			✓✓		✓	
REMO						✓	

Verbal Reports: will not generally be accepted unless allowed by the Chair. If they are accepted they will follow the same format as written reports, detailing:

- Emergency Plans/Procedures
- Community Emergency Education campaigns
- Staffing or assets changes
- Emergency Exercises/Training
- Emergency Response activities
- Issues for LEMC discussion

08	GENERAL BUSINESS	Additional Notes
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08.01 **COVID LEMC - Summer Season Management of Beaches and Public Recreational Areas**
 It is expected that Council will have 2 more Rangers by the end of the year – this will assist with the Christmas holiday season
 All signage up in the different villages
 Yamba Markets – report of issues (bottle neck) at entry and exit of venue – no signage!
 Grafton Farmers market – weekly
 Yamba markets – monthly plus Farmers market every Wednesday
 Beaches – all good with all signs up. Volunteers have weekends covered. Shark activity is major with increased shark sightings lately
 Roads – All good, huge movement with the Highway. A lot of recovery works happening after the fire
 There is a need for a central list for spaces available to agencies for access during an emergency – Shane is first contact at the moment.

 Overall the Clarence Valley is travelling well with the COVID regulations

Rachelle is working with organisers to assist with their COVID plan

 As restrictions ease we will see more events being organised

 All reference to RMS need to change to Transport NSW – any committee changes will be reported to LEMC

Action: Shane to follow up – One lock/key for emergency services

09	DISCUSSIONS / PRESENTATIONS		Additional Notes
09.01	<p><i>Natasha Morton</i> – Senior Project Officer, Land and Economy, Aboriginal Affairs provided a brief presentation on a pilot program she is working on to understand how discrete Aboriginal communities (DACs) prepare, respond and recover when faced with emergencies and disasters. The project will also explore how responsible NSW Emergency Management (EM) agencies engage with DACs and identify opportunities to establish solutions that contribute to sustainable EM on a local level, regional and state level through relevant committees and plans.</p> <p>If any agencies are interest in contacting Natasha for information on the Pilot program please contact her on XXXXXXXX. A copy of your presentation will be included with the minutes.</p>		<p><i>Shane L</i> - Neighbourhood Safer Place assistance should be given to establish these places for these communities</p>
09.02	<p>Terry Robinson (Malabugilmah Community Project Officer) and Rob King (Baryulgil Community Project Officer) had the following concerns to raise for the LEMC</p> <ul style="list-style-type: none"> • Malabugilmah community is not listed in the EMPLAN – where do we fit? • Assistance is needed to help with fire control burning, clearing of fallen trees etc. • There is no communication between communities when an emergency happens • 2016 Audit completed on the Baryulgil School is out of date and is in need of an update. • Fire trails/APZ – can these be done to help with access and village protection? • Floods – damage to roads and who is responsible? • Both communities believe they are being left out and Council and LEMC to be more aware of the issues the community are effected by. 		<p>Community needs to talk to the agencies to discuss their needs moving forward</p> <p><i>Stuart W</i> - spoke about the BLACK SPOT program – funding to assist with communication tower/boosters</p> <p><i>Stuart W</i> - Fire trails are possible and will be discussed but they are hard to get approval on private land</p>
09.03	<p>LEMC need to have access to the outcomes from any agency pilot meetings and any action plan developed becomes a sub-plan of the EMPLAN.</p>		
10 MEETING CLOSE / NEXT MEETING			
	<p>Meeting Close</p>	<p>11:46am / Next meeting 08th March 2021</p> <p>Other proposed 2021 meeting dates are 31st June 2021 and 8th November 2021</p>	



LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

CLARENCE VALLEY STRUCTURE

LEMC Members

LEMC Observers

